

TOWN OF RICHMOND
NEW HAMPSHIRE
Office of Selectmen



October 13, 2014 Time: 5:33pm

Selectmen's Meeting Minutes

Selectmen in attendance: Carol Jameson, Sandra Gillis and Kathryn McWhirk

Meeting:

Mail opened and reviewed.

Jameson moved; McWhirk 2nd; the Board voted to approve the payroll/accounts payable dated Oct. 13, 2014, for period of Oct. 7-Oct. 13, 2014, in the amount of \$37,621.25.

Wood advised the Board the Pinney Plumbing winterized the 4 Corners Store on 10/8. It was decided to leave the electricity on for a couple months while cleaning is taking place. Wood also advised that the Town is not in the queue with the DRA to have the tax rate set. It appears that MRSD has not submitted the necessary forms to go forward with setting the tax rate. Wood will contact Savings Bank of Walpole to begin the process to get a tax anticipation note to pay the County tax in case we are not collecting taxes by the due date.

McWhirk moved; Gillis 2nd; the Board voted to appoint Debra Carroll to the Richmond Agricultural Commission. Term to expire March 2017.

Jameson moved; Gillis 2nd; the Board voted to allow the local Cub Scout group to use the Vet's Hall the last Monday of every month from 6p-8p for their meetings.

Gillis moved; McWhirk 2nd; the Board voted to authorize

- \$3,240.58 to be withdrawn from the capital reserve fund known as the Highway Vehicle, #NH-01-0648-0007
- \$43,228.28 to be withdrawn from the capital reserve fund known as Municipal Buildings, #NH-01-0648-0019
- \$16,353.00 to be withdrawn from the capital reserve fund known as Municipal Construction and Renovations, #NH-01-0648-0006
- \$40,385.02 to be withdrawn from the capital reserve fund known as Energy Retrofits, #NH-01-0648-0014
- \$9,209.80 to be withdrawn from the capital reserve fund known as Public Safety Radio and Communications, #NH-01-0648-00

by the Trustees of the Trust Funds and the Treasurer deposit such funds into the General Fund.

McWhirk reviewed her meeting with Chip Adams, reference cleaning out the 4 Corners Store property. The Board discussed the well monitoring equipment in the rear shed owned by the DES.

The Board discussed the public hearing, scheduled for 10/20/14 at 7pm at the Vet's Hall. The Board reviewed draft proposals in preparation for the public hearing (Community Development Block Grant).

McWhirk and Jameson discussed the training they attended on 10/8/14 about gravel roads.

The individual who inquired about purchasing property on Greenwoods from the Town has withdrawn from discussions.

The Board discussed the construction of berms around the licensed junkyard on Whipple Hill Road and the Board would like Road Agent Beal to work with Hillock on where to place berms as not to disturb drainage on the road.

The Board worked on/discussed the following policies:

Fund Balance: the Board discussed how to determine amount of fund balance and how much to use to reduce the tax rate. Gillis stated that in the past the Board usually uses what is recommended by the DRA. DRA recommends keeping 8-17%. A proposed Fund Balance policy was distributed to be reviewed before the 10/27/14 meeting where the Board will review and possibly adopt.

Investment: the Board discussed what this policy is for and how to establish/why establish. This is a policy that must be adopted/reviewed annually. It was noted that the Town does not have a lot of excess funds, however it does have a fund balance that the Treasurer could invest.

Appointments:

Tim Lorenzo met with the Board, reference inquiring whether a building permit will be required for moveable hoop house(s) he plans to erect on agricultural land. Existing roadways on the property were also discussed. Jameson stated that they were not driveways because of no dwelling on property they are access roads. Gillis stated that building permit(s) would be necessary for each greenhouse/hoop house. Lorenzo also asked about whether a building permit for a farm stand will be necessary as well as a driveway permit to the farm stand will be required. The Selectmen stated they will look into these issues.

There being no further business the Board voted to adjourn 7:53pm.